



Pharmaceutical Export Promotion Council (PHARMEXCIL)

User Manual

for

Registration



Integrated Validation of Export of Drugs and its Authentication

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Centre for Development of Advanced Computing

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- 3) *Member Companies: for bringing forth queries of real time has helped in incorporating the desired essentials.*

Summary

Integrated Validation of Export of Drugs from India and its Authentication (iVEDA), a project of the Ministry of Commerce & Industry developed by Pharmexcil with technical support from CDAC for facilitating the implementation of Track and Trace for Pharmaceutical products, instituted by the Commerce Ministry.

The cognizance of the issues and concerns raised by the pharma industry with regards to Trace and Track and with specific reference to data upload issues on DAVA portal, taking into the consideration, Department of Commerce has constituted an Expert Committee. The recommendations arrived after series of consultations with the all the stakeholders led to the decision of developing a new web portal for validation and authentication of Drugs Export from India, which is **iVEDA**.

Pharmexcil has been entrusted with the responsibility of developing the Web Portal through CDAC. Pharmexcil and CDAC conducted series of meetings and analysed all the issues, suggestions and recommendations of the industry and has developed this portal.

iVEDA is a well-refined and built-in system, replacing the DAVA portal.

iVEDA has been developed with a clear thought process to offer more flexibility and user friendly for the industry. The salient features are,

- Easy Registration and Quick Verification/approvals.
- Option of aggregation/non-aggregation.
- Companies using GS1 code can continue doing so.
- Merchant Exporters can now upload the data using the necessary guidelines
- Companies can get CDAC codes in case they have not yet subscribed to get codes from GS1 or any other agencies.
- Bulk upload of XML files enabled.

iVEDA Portal follow the procedures set by the DGFT/Department of Commerce from time to time through various trade notifications with regards to Bar coding/track and trace implementation. The role of the Pharmexcil is to facilitate the industry through the iVEDA platform for effective implementation of Track & Trace system, introduced and amended by the Commerce Ministry since 2011.

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Document Release History

S. No	Version No	Description	Prepared By	Approved By
1	0.1	Draft User Manual		
2	1.0	Beta version launch of User Manual. Internally reviewed and incorporated the feedback of Pharmexcil		

HOME PAGE



1. Home Page

- To visit the home page of iVEDA, open the link "<https://iveda-india.in/IVEDA/login>".

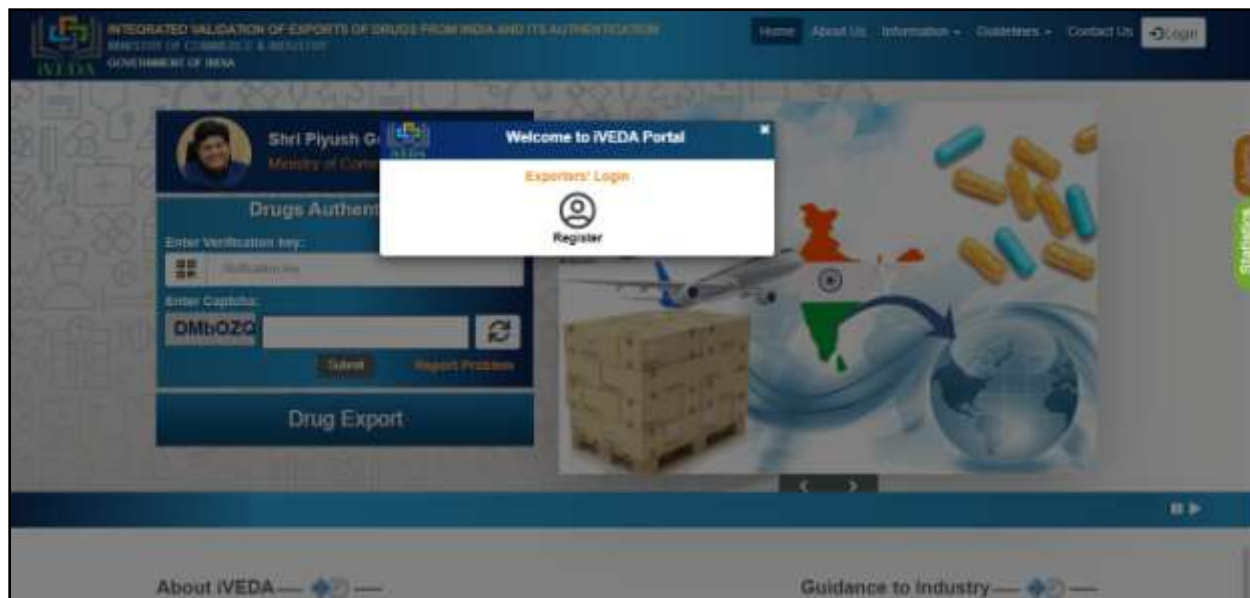


Figure 1: iVEDA Home Page

USER REGISTRATION



2. User Registration

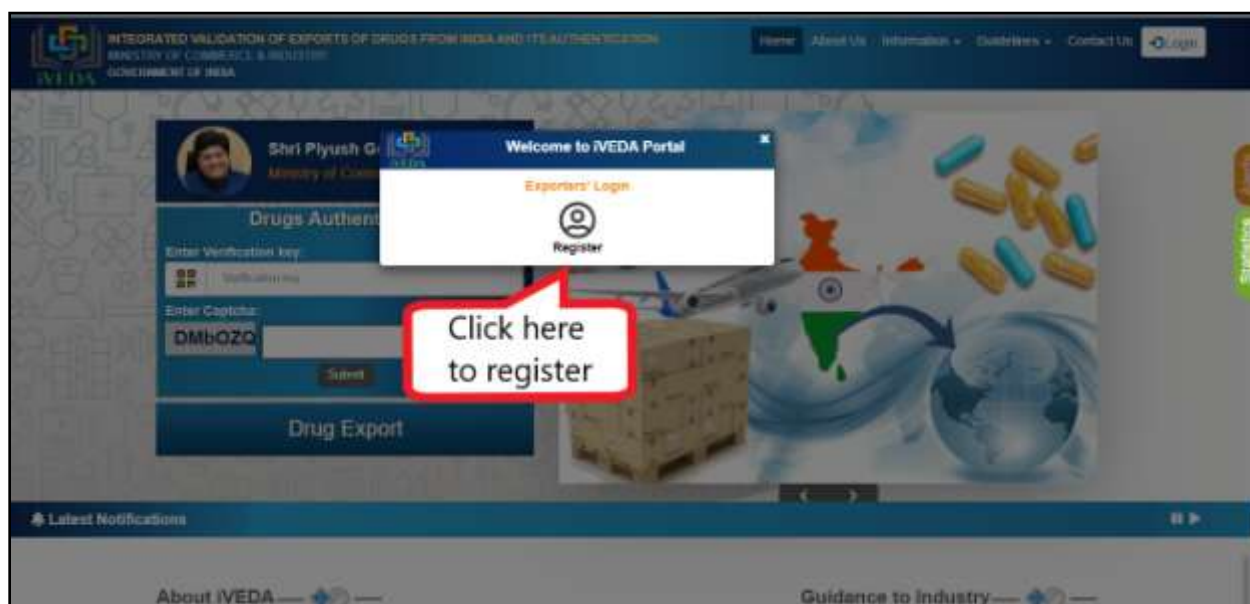


Figure 2: New User Registration

- For first time users, click on the link “**Register**”. User registration page will open as shown below.

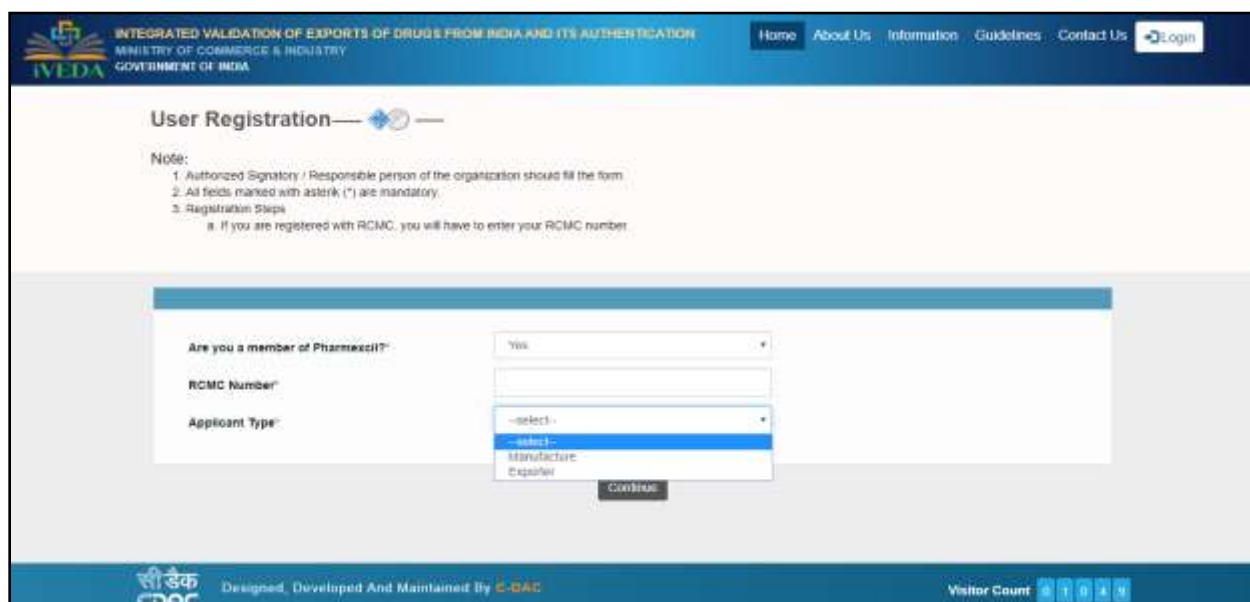
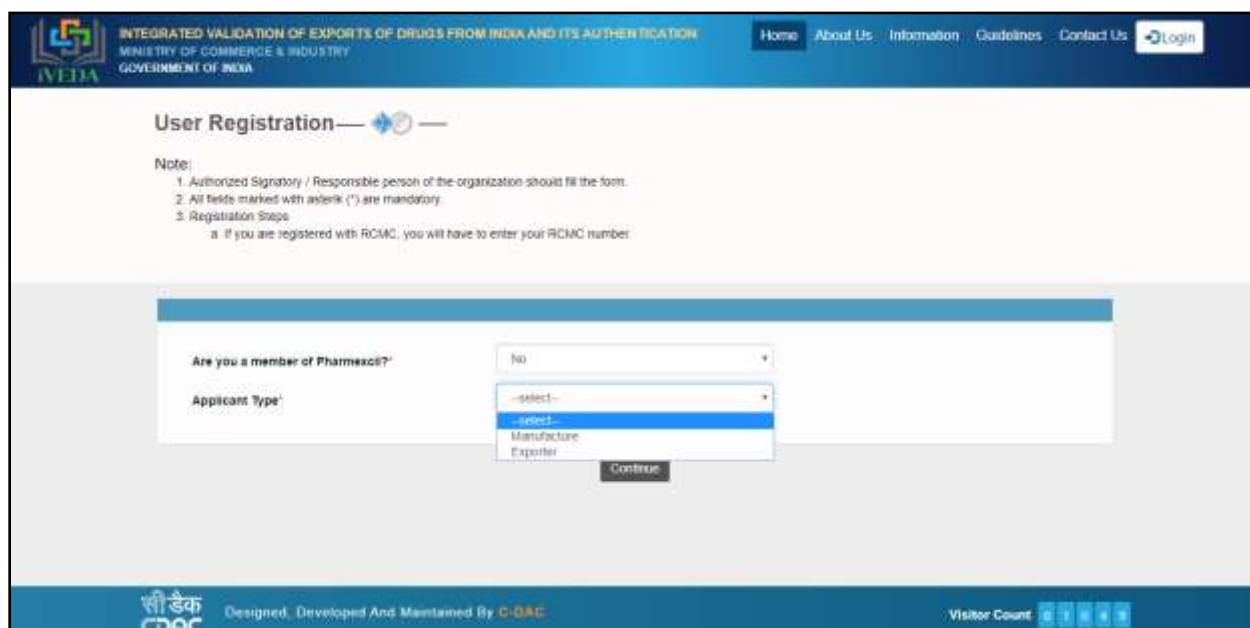


Figure 3: User Registration for Pharmexcil member

- Fill out all the fields and click on ‘**Continue**’ button.

- If you are already a member of Pharmexcil, enter the **RCMC number** and select the **applicant type** and then click on **continue**.



The screenshot shows the 'User Registration' page of the iVEDA portal. The header includes the iVEDA logo, the text 'INTEGRATED VALIDATION OF EXPORTS OF DRUGS FROM INDIA AND ITS AUTHENTICATION', and the 'MINISTRY OF COMMERCE & INDUSTRY, GOVERNMENT OF INDIA'. Navigation links for Home, About Us, Information, Guidelines, and Contact Us are present, along with a Login button. The main heading is 'User Registration'. A note specifies that the authorized signatory should fill the form, that fields with an asterisk are mandatory, and that RCMC numbers are required for registered members. The registration form contains two dropdown menus: 'Are you a member of Pharmexcil?' (set to 'No') and 'Applicant Type' (with options: select, select, Manufacture, Exporter). A 'Continue' button is at the bottom of the form. The footer displays the CDAC logo, the text 'Designed, Developed And Maintained By CDAC', and a 'Visitor Count' of 8144.

Figure 4: User Registration for non-Pharmexcil member

- If you are not a member of Pharmexcil, then select the **applicant type** and then click on **continue**.

2.1 Manufacturer/Merchant Exporter Registration Form

- Fill the Required Details in **User Registration** page shown in the **figure 5, 6, and 7**.

Manufacturer Registration

As you not a registered member of PHARMEXCIL, and the application was selected as Merchant Exporter, then a corporate registration of account is mandatory from your

IVEDA
INTEGRATED VALIDATION OF EXPORT OF DRUGS AND ITS AUTHENTICATION
MINISTRY OF COMMERCE & INDUSTRY
GOVERNMENT OF INDIA

Home About Us Information Guidelines Contact Us Login

4. Registration Steps

- You cannot edit the details, once you have continue to the next step.
- After submitting the Registration Form, an E-mail Verification link will be sent to your Registered/Corporate email id.
- After successful verification of your email, the registration request will be sent to PHARMEXCIL for final verification.
- Once after PHARMEXCIL approves your request, you will get an email as your **Registration is Approved** along with a Unique Code.
- On the first login you will be required to change the Login Password.

5. If you are a Manufacturer, this account is only for corporate registration. After this, multiple user accounts can be created from manufacturer dashboard.

Create your IVEDA Account Continue to access the IVEDA portal

User-Name: (must be a working email id)

enter corporate email id

Password:

Enter Password

Confirm Password:

Confirm Password

Figure 5: User Registration-1

Corporate Address Details

Applicant Type: Manufacturer

Organization Name: Enter Corporation Full Name

State: --select Organization State--

District: --select Organization District--

Pin Code: Enter Pin code

Contact Number: Enter Contact Number

Fax Number: Enter Fax Number

Email Id: Enter Email id

PAN Number: Enter PAN Number

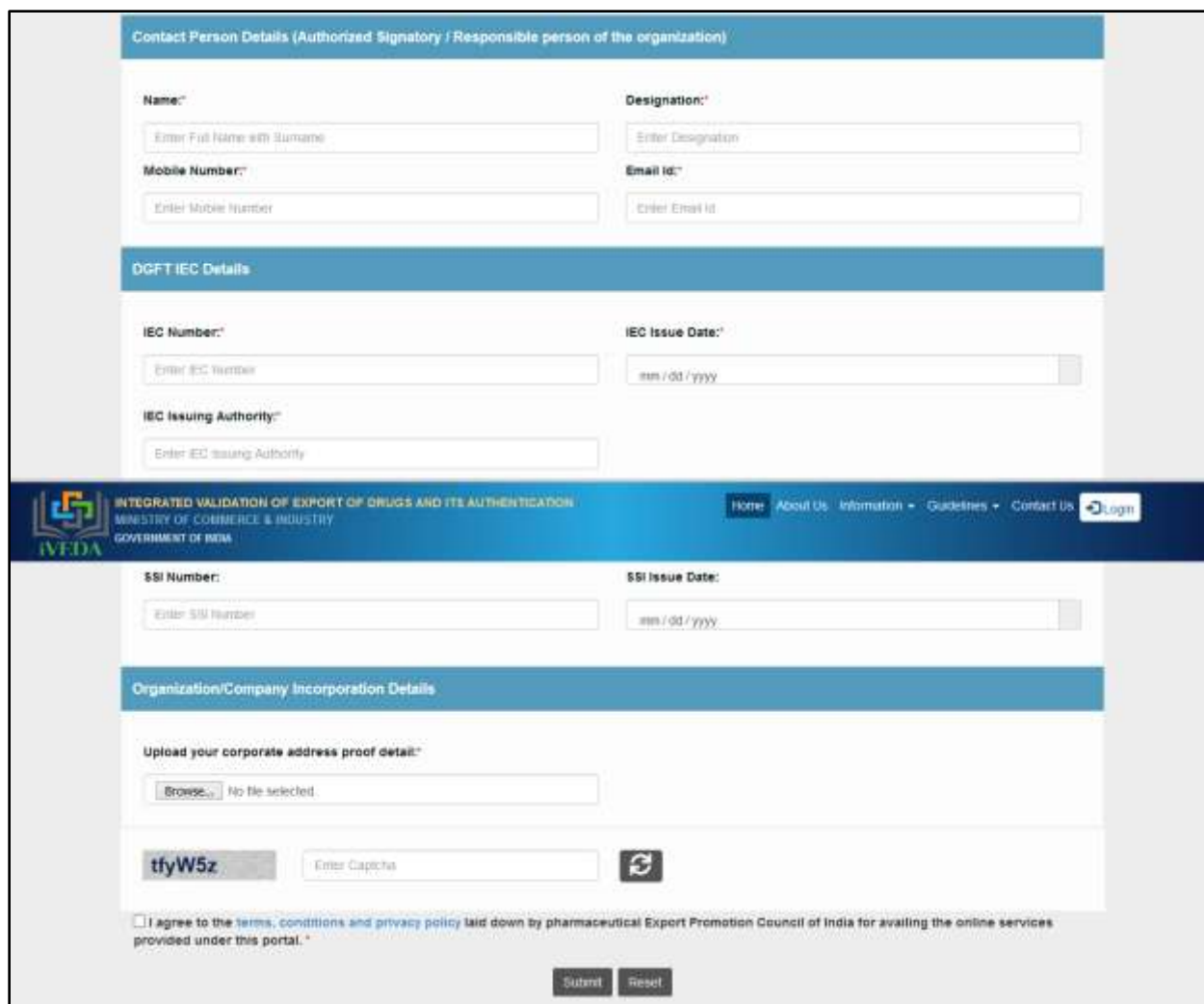
Website: Enter Website

GSTN Number: Enter GSTN Number

GST Number: Enter GSTN number

Are you the member of any other Export Promotion Council/Association? --select--

Figure 6: User Registration-2



The form is titled "Contact Person Details (Authorized Signatory / Responsible person of the organization)". It contains the following fields:

- Name:** Enter Full Name with Surname
- Designation:** Enter Designation
- Mobile Number:** Enter Mobile Number
- Email ID:** Enter Email Id

Below this is a section titled "DCFT IEC Details" with the following fields:

- IEC Number:** Enter IEC Number
- IEC Issue Date:** mm / dd / yyyy
- IEC Issuing Authority:** Enter IEC Issuing Authority

The form has a blue header bar with the iVEDA logo and the text "INTEGRATED VALIDATION OF EXPORT OF DRUGS AND ITS AUTHENTICATION MINISTRY OF COMMERCE & INDUSTRY GOVERNMENT OF INDIA". It also includes a navigation menu with links: Home, About Us, Information, Guidelines, Contact Us, and a Login button.

Below the header bar, there are two more sections:

- SSI Number:** Enter SSI Number
- SSI Issue Date:** mm / dd / yyyy

Below this is a section titled "Organization/Company Incorporation Details" with the following fields:

- Upload your corporate address proof detail:** Browse... No file selected.

Below this is a section titled "tlyW5z" with the following fields:

- Enter Captcha:** (with a refresh button)

At the bottom, there is a checkbox for "I agree to the terms, conditions and privacy policy laid down by pharmaceutical Export Promotion Council of India for availing the online services provided under this portal." and two buttons: Submit and Reset.

Figure 7: User Registration-3

- After filling all the Details of Registration (please agree to the terms and conditions).
- Click on '**Submit**' button to save the user details.
- Click on '**Reset**' button to clear the form and start fresh.

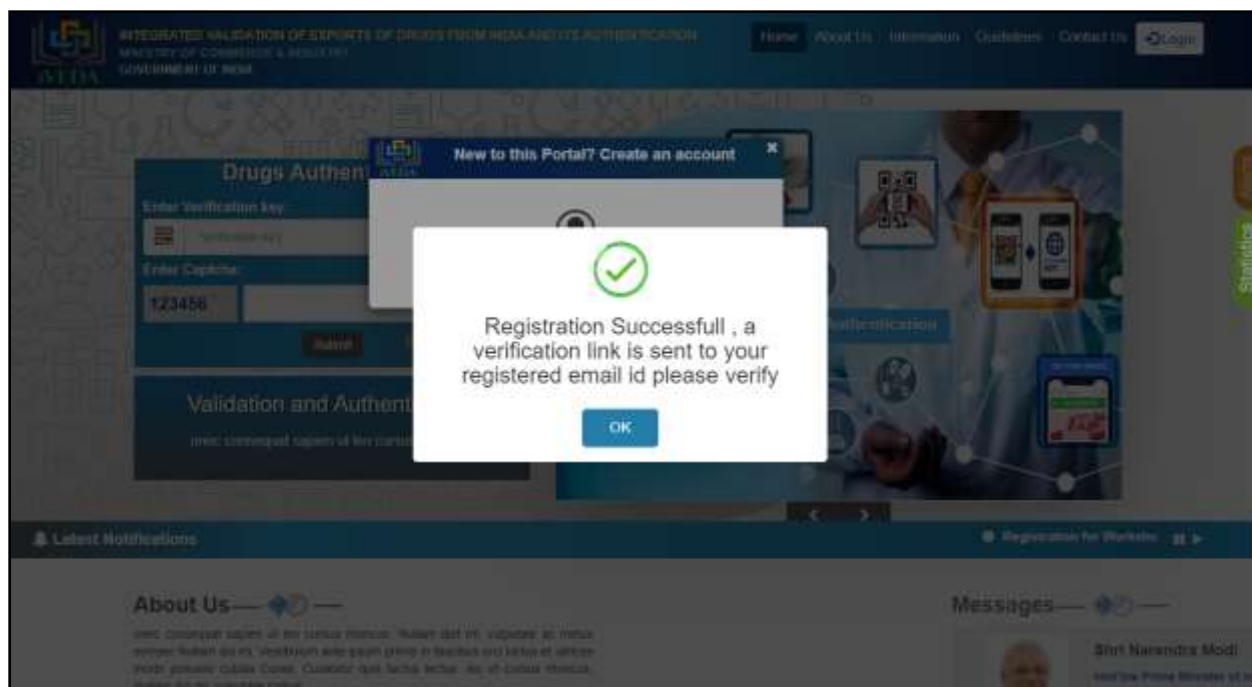


Figure 8: Successful User Registration

- After clicking on 'OK' button, the details of user saved and a link will be sent to your email ID.

2.2 How to verify Registration

- After successful registration, a verification link will be sent to your registered email ID. Copy that link and paste it in the browser. Press **Enter** and your email will get verified.

2.3 Approval or Rejection of User Registration by Pharmexcil Admin

- After successfully verification of user registration, Pharmexcil Officials will approve or reject the user registration.
- When Pharmexcil Officials approve the user registration then a unique code will be generated for the corporate (manufacturer/merchant exporter).

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